

DUNSTABLE AFFORDABLE HOUSING COMMITTEE – MINUTES

Meeting date: Monday, July 26 2021 7:00pm at Town Hall

| Council Members present: | |
|--------------------------|---------------|
| Chair | Carol Bacon |
| Secretary | Jon Hughes |
| Member | Dana Metzler |
| Member | John DeNyse |
| Member | Alan Chaney |
| Member | Matt Naughton |
| Member | Kieran Meehan |
| Other Participants: | |
| | |

Meeting began at 7:00

Discussion:

1. New members welcomed: Matt Naughton and Kieran Meehan
2. Nomination of Chair – Unanimous decision to elect Jon Hughes effective July 2021. Jon accepted.
3. Nomination of Secretary - Unanimous decision to elect Carol Bacon effective July 2021. Carol accepted.
4. Minutes of previous 2 meetings were unanimously accepted.
5. Discussion of changes to revised RFP
 - Timeline of events – Will compress the 3-month process to 2 months
 - We will work with the town manager to use a 3rd party professional resource to review and revise RFP.
 - RFP will be for 100% rental units, but could be a mix of larger apartment buildings and/or duplexes, townhouses, etc.
 - Add option to RFP that land could be purchased from the town vs. lease.
 - Wording that total units not to exceed 60 units will be added.
 - All units to be 1 or 2 bedroom; no 3 bedroom units.
 - RFP Summary at beginning to be updated to eliminate rules of submission found elsewhere later in the document.
 - Wording that the project will have required completion to be 48 months after bid is awarded will be added to RFP

Decisions:

- John to update RFP based on tonight's discussion
- Committee will review updated, then send to 3rd party via Brian for review and comment.

Adjournment at 7:50 PM